

Directive number 14/2020

Issued by the Director of Teatr Nowy in Warsaw

Dated 7th July 2020

covering:

Regulations relating to participation in arts events open to the public at Nowy Teatr in Warsaw, scripted to prevent the spread of the SARS-CoV-2 virus

§1

The following Regulations, covering participation in arts events open to the public at Nowy Teatr in Warsaw, scripted to prevent the spread of the SARS-CoV-2 virus (forthwith known as **Regulations**) define the rules covering involvement in cultural and artistic activities organised by the Teatr during the period of recovery from the SARS-CoV-2 epidemic.

§2

1. Participants are all those members of the public, audiences or guests attending artistic events (forthwith known as **Participants**)
2. The purpose of these **Regulations** is to ensure Participants' safety, as well as the safety of the staff and contractors working at Teatr Nowy, including other persons engaged in events open to the public at Teatr Nowy or else those present on the Teatr premises.

§3

1. Taking part in arts events which are open to the public, as well as the act of purchasing a ticket for paid-for events, equates to a formal acceptance of the Regulations.
2. Every Participant and those accompanying Participants on the Teatr Nowy premises are obliged to adhere to the Regulations.
3. Teatr Nowy can take steps to measure the body temperature of those taking part in arts events at point of entry into its premises, the main Teatr Nowy hall or the space in which arts events are staged. Should such a procedure be instigated, only those who agree to have their temperature taken will be able to participate in arts events open to the public organised by Teatr Nowy.
4. Only those Participants who have signed and filed a declaration about their health status and circumstances relating to the possibility of SARS-CoV-2 viral infection as per attachment No.1 added to the Regulations (forthwith known as **Declaration**) can take part in arts events open to the public hosted by Teatr Nowy.

§4

1. Every Participant, prior to entering the Teatr premises to attend arts events, is obliged to:
 - 1) personally file a Declaration in writing (on the day of the event);
 - 2) wear a mask covering the mouth and nose, or else a protective face shield, and not remove this protective face covering for the duration of their time in Teatr Nowy (with the exception of eating meals in the Foyer dining area);
 - 3) wash their hands with antibacterial soap or disinfect their hands with antiseptic liquid;
 - 4) have their temperature taken¹, something each Participant agrees to as a voluntary measure –

1 If Teatr is using the Participants' body temperature measuring procedure mentioned in §3 pt.3 of these Regulations.

Participants can refuse to oblige, but this will result in them being refused entry;

5) not attend events should they experience symptoms of illness or infection, especially involving a body temperature above 37.4 degrees Celsius.

2. In cases of discovery of risk of infection from virus SARS-CoV-2, following attendance at Teatr Nowy events, the data contained in the Declaration may be passed by Teatr Nowy to the relevant sanitary services.

3. Teatr Nowy will not provide Participants with individual protection equipment, such as masks or face shields. Participants should equip themselves with these at their own expense. Persons not possessing the required items of personal protection equipment will be refused entry to the Teatr Nowy premises. Participants are not allowed to swap or exchange these items of equipment between themselves.

§5

1. Persons taking part in arts events open to the public hosted by Teatr Nowy are obliged to:

1) Arrive at Teatr at least 45 minutes before the start of arts events;

2) Take necessary precautions to ensure sanitary protective steps are taken to prevent the spread of SARS-CoV-2, especially those directly designed to prevent the spread of SARS-CoV-2;

3) wear masks covering the mouth and nose or face shields (when not eating in the Foyer dining area), changed or replaced in line with manufacturers' guidelines;

4) keep to the required personal distancing guidelines – at least 1.5 metres from other persons in the Teatr Foyer and sanitary areas;

5) frequently wash their hands using warm water and soap for a minimum of 30 seconds, and if this is not possible – disinfecting them using alcohol-based liquids/gels (min 60%);

6) dispose of single use protective equipment (masks, gloves) instantly following use into litter bins;

2. Persons attending arts events open to the public on the Teatr Nowy premises are obliged to follow the appropriate guidelines relating to seating in the auditorium:

1) Audiences will only have access to half the usual seating places in the auditorium;

2) Rows are to be used intermittently, one empty seat being left between those in attendance.

3. Should any Participant develop symptoms of infection with SARS-CoV-2 within 14 days of attending events at Nowy Teatr, they are obliged to immediately make this known to:

1) the relevant sanitary and epidemiological services, making those services aware of having attended events at Nowy Teatr;

2) the Nowy Teatr Secretarial Offices by telephone (no. 22 379 33 00) or the Nowy Teatr Administrative Department (no. 22 379 33 10).

§6

Teatr Nowy has the specific right to:

1. not allow access to arts events to persons who:

1) break the Regulations,

2) have not filed a Declaration;

3) show symptoms of illness or infection, especially involving a body temperature of over 37.4 degrees Celsius.

2. split Participants into groups which are allowed in at suitable time intervals,
3. point Participants to seats in the auditorium or instruct Participants to change places,
4. give persons entering the Teatr premises binding instructions intended to restrict the spread of the SARS-CoV-2 virus,
5. implement the Regulations,
6. request persons failing to adhere to the Regulations to leave the Teatr premises.

§7

Teatr Nowy is obliged to:

1. Provide disinfectant liquids, warm running water and soap;
2. Place instructions showing how to wash hands in line with GIS recommendations in easily visible locations, taking into account the needs of children and persons with disabilities (appropriate height);
3. clean and disinfect toilets with greater frequency (at least once an hour) and to document these actions;
4. adjust the Teatr Nowy repertoire to follow sanitary instructions.

§8

1. Ticket returns for artistic events can be requested in cases when in the period from the purchasing of tickets to the day of the artistic event:

- 1) Participants became infected with coronavirus;
- 2) Participants have developed symptoms of illness or infection;
- 3) Participants have been placed under epidemiological supervision or quarantine;
- 4) persons residing at the same address as the Participant have been placed under epidemiological supervision;
- 5) Participants have had direct contact with persons infected with coronavirus and thus run the risk of having been infected with coronavirus themselves.

2. In cases referred to in pt.1, tickets can be returned up to the date of the artistic event, and the justification for the ticket return should be sent to Teatr via the email address bow@nowyteatr.org no later than 6 hours before the event, attaching:

- 1) confirmation of ticket purchase and the tickets obtained from Teatr via the internet – in cases where the tickets were purchased via the Nowy Teatr webpage;
- 2) photos or scans of tickets along with the fiscal receipt or VAT invoice documenting the sale, which in line with current extraordinary circumstances is equivalent to presenting them at the box office referred to in §7 pt.3 of the Rules of Ticket Reservations and Sales in Teatr Nowy Warsaw.

These points apply regardless of rules contained in §4 of the regulations relating to sales of event tickets via the Teatr Nowy online portal in Warsaw. In cases where tickets were not purchased via the Teatr Nowy website, §7 pt.1-2 of the Rules of Ticket Reservations and Sales in Teatr Nowy in Warsaw no longer applies.

3. Teatr Nowy does not accept responsibility for damages arising from Participants' failure to follow the Regulations. Teatr Nowy will specifically not refund the cost of tickets in cases where:

- 1) persons who fail to follow the Regulations are not allowed to attend the arts events, especially those who refuse to file a Declaration or wear a mask or face shield;
- 2) Participants or other persons who fail to follow the Regulations are asked to leave Teatr Nowy premises.

§9

1. The cloakroom will remain closed until further notice.
2. Teatr Nowy management allows overcoats be brought into the auditorium.
3. There is no facility for luggage storage on the Teatr Nowy premises.

§10

These Regulations apply as of 7 July 2020.

§11

Regulations are made public knowledge through being published on the Teatr Nowy webpage and at the Teatr Nowy Box Office.

Annexes:

- Annex 1: template declaration covering health, wellbeing and circumstances relating the likelihood of coronavirus SARS-CoV-2 infection.

Annex no.1 to the Regulations covering attendance at arts events open to the public staged by Teatr Nowy in Warsaw designed to prevent the spread of the SARS-CoV-2 virus

Name, surname _____
(please complete using CAPITAL letters)

Telephone number _____

(city, date)

DECLARATION

about health and circumstances relating to possibility of SARS-CoV-2 virus infection

I hereby declare that I have not been experiencing any symptoms of illness or infection, and my current condition shows no indications suggesting possibility of infection with the SARS-CoV-2 virus.

I am at the same time making the following declaration to confirm circumstances relating to the likelihood of infection with the aforementioned virus:

- 1.I am not currently under quarantine;
- 2.I am not under epidemiological supervision;
- 3.None of the persons I live with is under epidemiological supervision;
- 4.I have not in the past 14 days had any contact with persons infected with the SARS-CoV-2 virus.
- 5.I have not in the past 14 days been experiencing any symptoms of infection (fever, coughing, catarrh, rashes, muscle pains, sore throat, other atypical symptoms);
- 6.None of the above listed symptoms have been experienced by the persons I live with in the past 14 days.

(signature)

Privacy Policy

INFORMATION RELATING TO PERSONAL DATA HANDLING

1. Nowy Teatr is the administrator for your personal data, based in Warsaw, ul. Madalińskiego 10/16, 02-513 Warszawa, registered with the city authorities as no. RIA 113/85 (email: iodo@nowyteatr.org).
2. The aim of the use of personal data is to protect the viable interests of the person the data relates to, or else other persons.
3. The legal grounds for using the data is article 6 of statute 1. let.d and article 9 of statute 2 let.g and I of the European Parliament and Council order (EU) 2016/679 dated 27 April 2016 covering the protection of persons related to the processing of personal data and the free-flow of such data, as well as the repealing of the directive 95/46/WE (general personal data directive, furthermore known as **RODO**).
4. Access to this data, apart from the Administrator, will be given to parties delivering services such as insurance or legal services. In addition – in cases of risk of infection with coronavirus SARS-CoV-2 related to participation in events or SARS-CoV-2 infection among the employees and/or contractors working with Teatr or other Participants – data can be shared by Teatr with relevant sanitary agencies.
5. Personal data will not be shared with third parties in line with RODO.
6. Personal data will be handled for such a time as is necessary to deliver aims indicated in statute 2, no longer than 30 days.
7. You have the following rights related to handling of personal data:
 - a.right to access personal data;
 - b.right to correct personal data;
 - c.right to demand personal data be deleted;
 - d.right to demand use of personal data be restricted.
8. You have the right to complain to supervisory bodies responsible for protecting personal data, such as the Head of the Office for the Protection of Personal Data.

Name, surname: _____

(please complete using CAPITAL letters)

Information received

(city, date, signature)